



Wachusett Regional School District

Holden, Paxton, Princeton, Rutland, Sterling

If you need these materials translated, please contact the main office of your child's school.

Albanian / shqiptar

Ne qofte se ju do te deshironit dokumentat te perkthyer ne gjuhen shqip. Ju mund ti kerkoni ne zyren qendrore te shkolles du eshte femija juaj.

Arabic / العربية

إذا كنت بحاجة إلى هذه المواد المترجمة، يرجى الاتصال بالمكتب الرئيسي للمدرسة طفلك.

Chinese / 汉语

如果您需要翻译这些材料，请联系您孩子学校的主要办公室。

French / français

Si vous avez besoin de traduire ces documents, veuillez communiquer avec le bureau principal de l'école de votre enfant.

German / Deutsch

Wenn Sie diese Materialien benötigen, wenden Sie sich bitte an das Hauptbüro der Schule Ihres Kindes.

Greek / ελληνικά

Αν χρειάζεστε αυτά τα υλικά μεταφραστεί, παρακαλούμε επικοινωνήστε με το κεντρικό γραφείο του σχολείου του παιδιού σας.

Hindi / हिंदी

आप इन सामग्रियों अनुवाद की जरूरत है, अपने बच्चे के स्कूल के मुख्य कार्यालय से संपर्क करें।

Italian / italiano

Se avete bisogno di questi materiali tradotti, si prega di contattare la sede della scuola di vostro figlio.

Japanese / 日本語

これらの資料を翻訳する必要がある場合は、お子様の学校の本店にお問い合わせください。

Korean / 한국어

이러한 자료가 번역되어 필요하면 자녀 학교의 본사에 연락하십시오.

Polish / Polskie

Jeśli potrzebujesz tych materiałów przetłumaczone, skontaktuj się z głównym biurem w szkole Twojego dziecka.

Portuguese / português

Se você precisar traduzir esses materiais, entre em contato com o escritório principal da escola de seu filho.

Russian / русский

Если вам нужны эти материалы переведены, пожалуйста, обращайтесь в главный офис школы вашего ребенка.

Spanish / Español

Si necesita traducir estos materiales, comuníquese con la oficina principal de la escuela de su hijo.



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Residency Protocol and Enrollment

In order to attend schools in the Wachusett Regional School District, a student must actually reside in one of the five towns: Holden, Paxton, Princeton, Rutland, or Sterling. The residence of the minor child is presumed to be the legal, primary residence of the parent(s) or guardian(s) who have physical custody of the child.

“Residence” is the primary place where a person dwells permanently, not temporarily, and is the place that is the center of his or her domestic, social, and civic life. Temporary residence in any of the towns included in the district, solely for the purpose of attending Wachusett District schools, shall not be considered residency.

In determining residency, Wachusett Regional School District reserves the right to request a variety of documentation and to conduct an investigation into where a student actually resides. Because residency can, and does, change for students and their families during the course of the academic year, Wachusett Regional School District may continue to verify residency after the commencement of classes.

Verification

Before any child is assigned or invited to attend a school in the Wachusett Regional School District, his/her parent or legal guardian must provide the following required proofs of primary residency as part of the registration process. Applications cannot be processed without these documents. A photo ID plus these documents are required for any new student enrollment or to file a change of address.

TWO of the following documents (items cannot be from the same bullet):

- A utility bill (not water or telephone) dated within the past 60 days
- a Deed, Mortgage Payment dated within the past 60 days, or Property Tax Bill dated within the last year
- A current Lease, Section 8 Agreement
- A W2 form dated within the year or a payroll stub dated within the past 60 days
- A Bank or Credit Card Statement dated within the last 60 days
- A Letter from an approved Government Agency dated within the past 60 days

Approved government agencies: Department of Revenue, Children and Family Services, Transitional Assistance, Youth Services, Social Security, any communications on Commonwealth of Massachusetts Letterhead.

Further clarification:

Any student who has a split residency due to joint physical custody will be granted enrollment in the district and/or allowed to remain with proof that the child is living at least 50% of the time within the district. A court document that references 50/50 custody will verify the child’s living arrangement.

This residency policy does not apply to homeless students.

Any family that is able to provide the required proofs of residency may download the registration form and other pertinent documents, complete them totally and make an appointment directly with school in which the child will be enrolled.

If your personal circumstances make it impossible for you to provide the required proof of residency, consult the Supervisor of Pupil Personnel Services at the Central Office, 1745 Main St. Jefferson, Ma , 508-829-1670 x237. You will be instructed to bring copies of any proofs of residency you have, and describe the circumstances that prevent you from having the required proofs. The Supervisor of Pupil Personnel Services will work with you, and if necessary fill out an application for appeal. All appeal applications will be reviewed by the Superintendent of Schools for the Wachusett Regional School District for a decision.

If you share housing with a friend or relative, you may use the landlord/shared tenancy affidavit to fulfill one of the proofs of residency requirements. The person that you are living with must complete the residency affidavit to affirm your residence. If you are temporarily “doubled up” with a friend or relative due to economic hardship, loss of housing, or a similar reason, you may qualify as homeless under the No Child Left Behind Act. Homeless families are not required to produce the same proofs of residency. Please contact the Supervisor of Pupil Personnel Services at 508-829-1670 x 237 for assistance in registering your child.

Penalties

Families found to be in violation of the residency policy will face strict penalties, including:

- Immediate dismissal from school
- Per diem fines for the educational and related services accessed as a nonresident, which are based on the number of days the student attended school and the average per pupil cost to the district
- Possible legal action



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STUDENT REGISTRATION

Student Information (please print)

Name: _____
Last name *First name* *Middle Name*

Preferred Name: _____ Primary Phone: _____

Age: _____ Date of Birth: _____ Gender: _____ Birthplace: _____

School your child will attend: _____ Starting Date: _____

Entering Grade level: _____ Are you applying for full-day kindergarten: Yes No

Previous School _____ Phone _____

Previous School Address: _____
Street *City* *State* *Zip*

Home Address

Street, Apt/Suite: _____

City, State, Zip: _____

Mailing Address

Street, Apt/Suite: _____

City, State, Zip: _____

Additional Mailing Information

Name, City, State, Zip: _____

Additional Information

Is there documentation as it pertains to a separated/divorced status and custodial rights? Yes No

Is the student a foster child under the Massachusetts Division of Social Services? Yes No

Is the student a "Ward of the Court"? Yes No

Federal Ethnicity and Race Information

Is this student Hispanic or Latino? Yes No

Student's race: (A) Asian (B) Black / African American (I) American Indian / Alaska Native
 (P) Native Hawaiian / Other Pacific Islander (W) White

Name of student _____

Family Information (please print)

Student Resides with: Both Parents Mother Father Guardian Other

Parents are: Together Separated Divorced Deceased

Parent _____	Parent _____
Home Phone _____	Home Phone _____
Cell Phone _____	Cell Phone _____
Email Address _____	Email Address _____
Employer _____	Employer _____
Work Phone _____	Work Phone _____

Step-parent _____

Step-parent _____

Step-parent Home Phone: _____

Step-parent Home Phone: _____

Step-parent Cell: _____

Step-parent Cell: _____

Step-parent email: _____

Step-parent email: _____

Step-parent Employer: _____

Step-parent Employer: _____

Step-parent Work Phone: _____

Step-parent Work Phone: _____

Other Guardian _____

Other Guardian _____

Other Guardian Home Phone: _____

Other Guardian Home Phone: _____

Emergency Contact Information (other than parent)

Emergency Contact 1 : _____ Relationship: _____

Emergency Contact 1 Phone: _____ Work Home Cell

Emergency Contact 2 : _____ Relationship: _____

Emergency Contact 2 Phone: _____ Work Home Cell

Doctor: _____ Phone: _____

Dentist: _____ Phone : _____

Medical Condition : _____

School Messenger Information

School Messenger is an automated telephone notification system used by schools to contact parents in the event of inclement weather cancellations or delays as well as important events happening in the school or the district. The notifications will be delivered to the primary phone number listed on front page of the registration form.

Signature of Parent / Guardian _____ Date _____



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Home Language Survey

Name of School _____

Date: _____

State and federal law require that *all* schools determine the language(s) spoken in each student's home in order to identify their specific language needs. This information is essential in order for schools to provide meaningful instruction for all students. **If a language other than English is spoken in the home, the District is required to do further assessment of your child.** Please help us meet this important requirement by answering the following questions accurately. Thank you for your assistance.

Student Information

_____ F M
 First Name Middle Name Last Name Gender

_____ / ____ / ____
 Country of Birth Date of Birth (mm/dd/yyyy) Date first enrolled in ANY U.S. school (mm/dd/yyyy)

School Information

_____ / ____ / ____
 Start Date in New School (mm/dd/yyyy) Name of Former School and Town Current Grade

Questions for Parents / Guardians

<p>What is the native language of each parent/guardian? (circle one)</p> <p>_____ mother / father / guardian</p> <p>_____ mother / father / guardian</p>	<p>Which languages are spoken with your child? (include relatives - grandparents, uncles, aunts, etc. - and caregivers)</p> <p>_____ seldom / sometimes / often / always</p> <p>_____ seldom / sometimes / often / always</p>
<p>What language did your child first understand and speak?</p> <p>_____</p>	<p>Which language do you use <u>most</u> with your child?</p> <p>_____</p>
<p>Which other languages does your child know? (circle all that apply)</p> <p>_____ speak / read / write</p> <p>_____ speak / read / write</p>	<p>Which languages does your child use? (circle one)</p> <p>_____ seldom / sometimes / often / always</p> <p>_____ seldom / sometimes / often / always</p>
<p>Will you require written information from school in your native language?</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>	<p>Will you require an interpreter/ translator at ParentTeacher meetings?</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p>Parent / Guardian Signature:</p> <p>x _____</p>	<p>_____ / ____ / ____ Today's Date (mm/dd/yyyy)</p>



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REQUEST FOR STUDENT RECORDS

TO WHOM IT MAY CONCERN:

I hereby give permission to: _____

to forward the records specified below and belonging to:

Name of Student _____
Date of Birth

- Transcript of record
- Scores of standardized tests
- Health Record (including immunizations)
- Individualized Education Program and related assessments
- Other available guidance information (i.e. teacher/counselor evaluations, extracurricular activities, etc.)
- Disciplinary Record
- English Language Learner (ELL Information)
- Other (please specify) _____

Signature of Parent/Guardian or Student _____
Date

Send to school to be enrolled: _____

